



FY17

PSAP GRANT PROGRAM APPLICATION



VIRGINIA INFORMATION
TECHNOLOGIES AGENCY
Integrated Services Division



FY17 PSAP GRANT PROGRAM APPLICATION

HOW TO APPLY/DEADLINE

The grant application is available and accessible from VITA ISP's website (<http://www.vita.virginia.gov/isp/default.aspx?id=8578>). Upon completion of the application, it is to be submitted to your Regional Coordinator. Any supporting documentation must also be submitted along with the application, including mandatory budgets for projects (if applicable).

After the close of the grant application cycle, a Grant ID and email receipt notification will be sent to the e-mail address listed on the application received.

All funding requests must be submitted using the grant application. Technical assistance is available from VITA's Public Safety Communications (PSC) staff throughout the grant process. The FY17 PSAP Grant Application Cycle starts July 1, 2015 and concludes on September 30, 2015 at 5:00 pm.

ALL APPLICABLE SECTIONS MUST BE COMPLETED IN ITS ENTIRETY OR THE APPLICATION WILL BE CONSIDERED INCOMPLETE AND NOT ACCEPTED FOR CONSIDERATION.



FY17 PSAP GRANT APPLICATION

PROJECT TITLE

Amelia NG911 Readiness

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Amelia County, VA

CONTACT TITLE: Director, Emergency Management

CONTACT FIRST NAME: Kent

CONTACT LAST NAME: Emerson

ADDRESS 1: 16410 Dunn St

ADDRESS 2: P.O. Box A

CITY: Amelia

ZIP CODE: 23002

CONTACT EMAIL: kent.emerson@ameliacova.com

CONTACT PHONE NUMBER: 804.561.3914

CONTACT MOBILE NUMBER: 804.677.7481

CONTACT FAX NUMBER: 804.561.6039

REGIONAL COORDINATOR: Sam Keys

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

Amelia County, VA

_____	_____
_____	_____
_____	_____
_____	_____

GRANT TYPE



Individual PSAP



Shared Services



TIER

☐ Out of Service

☐ Non-Vendor Supported*

☐ Technically Outdated*

☒ Strengthen

☐ Not Applicable

If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.

VERSION: _____

YEARS of HARDWARE/SOFTWARE: _____

PRIORITY/PROJECT FOCUS [Click to select a project focus from the drop down list](#)

If "Other" selected, please specify: [Click here to enter text](#)

FINANCIAL DATA

Amount Requested: \$ 82,000

Total Project Cost: \$ 82,000



STATEMENT OF NEED

The County of Amelia is continuing its effort to better support the citizens and potentially other localities in the Commonwealth. Amelia is taking going to take an important step in preparing its geospatial data for the coming NG911 transition.

In the last fiscal year, the County has been leading an effort to create data that was previously missing in its datasets and build tools to aid in address verification. This grant request builds on that verification effort, by building a tool that steps its citizens through address verification on the internet. This will further ensure the accuracy of the addressing dataset for NG911.

The bulk of the grant funds requested are to perform analysis and corrections to the County's addressing and centerline line data to prepare the data for NG911, and follow NENA standards, as well as the Commonwealth's, in converting any of the County's data into an enhanced schema for NG911, and aiding the County in maintaining the data once it is in the proper format.

Without funding from this program the County will be unable to undergo this project, and will fall behind in preparation for NG911.

COMPREHENSIVE PROJECT DESCRIPTION

This project will evaluate, correct, and train the County to provide comprehensive support to its E911 while at the same time preparing the County to move forward successfully to NG911. This project will be completed in Phases:

Phase 1 – The first Phase of the project will be to collect all of the data we will need to complete the project. This will include sources such as paper maps, data from vendors, data models from Esri and NENA, and from within many different County departments. This data will be loaded into a newly drafted database schema, organized, and verified for as to whether it is reliable enough to serve as a data source moving forward.



Phase 2 – Phase 2 of the project will focus on evaluating the County’s data for accuracy and NG911 readiness. This includes evaluating the current state of the GIS location,

Phase 3 – In Phase 3, procedures developed and approved to correct the County’s data will be completed in batches for the remainder of the County.

Phase 4 – The focus of Phase 4 will be providing the County with the tools necessary to maintain their data over time, as well as soliciting feedback from its citizens. Due to the concern that the County currently has for the placement and accuracy of the address points, a web tool will be developed that will ask users to verify their addresses, and lead them through the process with the ability to automatically report its findings back to the County for correction if necessary. Workflows will be established and documented during this phase, with the goal of providing methods and tools that will enable the County to continue progressing in data quality assurance following the project.

Phase 5 – In Phase 6, Quality Control and Assurance Plans for all data and tools will be completed, and changes made as necessary.

Phase 6 – In the Final Phase, the new data will be tested in the current E911 environment, and a solid workflow will be created to keep the data up to date on behalf of the County.

This project will continue the County’s long term commitment to improve local response capability through establishment of a common base data set using the Virginia Base Mapping Program moving forward into NG911.



Identify the longevity or sustainability of the project.

The grant project will be completed by a vendor, and the County will engage a vendor to maintain the new data standard in the future with its own funding.

Describe how this project supports the Virginia Statewide Comprehensive 9-1-1 Plan.

This project supports the Virginia Statewide Strategic Comprehensive Plan. Amelia is striving to meet Goal A from Section 2.2 – which is to provide a level of emergency response service to the public, which is further described as providing consistent emergency response services to anyone residing in or passing through the Commonwealth.

The County is also striving to continue improving its program to keep up with technology, as supported by the Plan.

SHARED SERVICES (if applicable)



The relationship of the project to the participating PSAPs:
Not Applicable.

Intended collaborative efforts:
Not Applicable.

Resource sharing:
Not Applicable



How does the project impact the operational or strategic plans of the participating agencies:

Not Applicable.

Provide a thorough, concise, and complete description of the project, including an outline of the goals and objectives, implementation strategy, and a work plan.

Not Applicable.



PROJECT TIMELINE FOR SHARED SERVICES & INDIVIDUAL PSAP APPLICATIONS:

For each applicable phase of the project, indicate the estimated completion date. Sample activities for each phase are included.

PROJECT PHASE	ESTIMATED COMPLETION DATE
<input checked="" type="checkbox"/> INITIATION (Project approved by appropriate stakeholders) Sample activities: project concept is documented, local board or governing authority approval or endorsement is received, PSAP grant application is filed, local budgets are obtained, appropriated grant funds are approved, and budgetary estimates are obtained	09 / 30 / 15
<input checked="" type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed) Sample activities: requirements are documented, components to be purchased are identified, and general design is documented	07 / 30 / 16
<input checked="" type="checkbox"/> ACQUISITION (Selected system or solution is procured) Sample activities: RFP (or other bid related processes) are drafted, proposals are evaluated, contract is signed, purchase orders are issued, and quotes are obtained	07 / 30 / 16
<input checked="" type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed) Sample activities: purchased components are delivered and installed and training is performed	07 / 30 / 17
<input checked="" type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production) Sample activities: performance of system/solution is validated and system/solution goes "live"	07 / 30 / 17



BUDGET AND BUDGET NARRATIVE

List the planned expenditures to be made with grant funds. (**NOTE: In lieu of a line item breakdown, an itemized cost schedule or detailed vendor prepared quote may be submitted as an attachment. However, budgetary quotes received from a particular vendor(s) during the application process do not commit the PSAP to use that vendor(s) once the grant is awarded.**) Briefly explain the reason for each requested budget item and provide the basis for its cost. In addition, if contingency cost has been added, please identify the amount.

[Click here to enter text](#)

Phase	Description	Subtotal	Total
Phase 1	Receiving Verifying and Loading Data		\$ 3,600
	Collecting data from various sources including vendors, paper, and digital data	\$ 3,600	
Phase 2	NG911 Data Evaluation		\$ 8,000
Phase 3	Full Data Manipulation and Correction		\$ 16,000
Phase 4	GIS and Verification Tools		\$ 17,200
	Mapbook tools	\$ 8,500	
	Citizen address verification tool	\$ 2,500	
	Workflow creation for data sharing and maintenance	\$ 6,200	
Phase 6	Quality Control		\$ 4,600
	Quality control of all collected data and tool creation	\$ 4,600	
Phase 7	911 Dataset Development and Testing		\$ 5,600
	Coordination of new and altered data with other vendors, testing of corrected datasets and schemas	\$ 5,600	
Total			\$ 55,000



EVALUATION

How will the project be evaluated and measured for achievement and success:

Overall, this project's success will be measured by the amount of improvement in emergency services resulting from an improved, NG911 Ready Dataset and Tools.

Successful project accomplishment will be based on achieving the following project milestones:

1. Hiring a geospatial consultant to assist in project planning and execution
2. NG911 data evaluation
3. Tool Development
4. Final data exported and used successfully within Mapping in PSAP



CONSOLIDATION (Primary or Secondary) - (complete only if applicable)

How would a consolidation take place and provide improved service:

Not Applicable

How should it be organized and staffed:

Not Applicable

What services should it perform:

Not Applicable



How should policies be made and changed:

Not Applicable

How should it be funded:

Not Applicable

What communication changes or improvements should be made in order to better support operations:

Not Applicable